

US REGISTRY
***FILE** *Regulations*
30 NOV 1979

MEMORANDUM FOR: Chief, Regulations Control Division
Information Services Staff

FROM: Robert W. Gambino
Director of Security

SUBJECT: Completion of the Regulatory Issuance
Update Exercise

REFERENCE: Memorandum from DDA, dated 15 October
1979, same subject

1. Pursuant to reference, please be advised that the
Office of Security anticipates submission of all outdated
regulatory issuances by 31 March 1980

Compliance with Security Regulations
Security Indoctrination and Briefings
Secrecy Agreements
Care and Use of Official Data

2. Handbook submission will include replacements for
Safety Manual, rescinded.

Robert W. Gambino

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FILE

15 October 1979

OS REGISTRY

*FILE Regulation

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Logistics
Director of Personnel
Director of Security

FROM: Don I. Wortman
Deputy Director for Administration

SUBJECT: Completion of the Regulatory Issuance Update Exercise

1. Updating of all Agency regulations and handbooks has been a directorate objective since the beginning of Fiscal Year 1977. While progress has been significant within the directorate, particularly in the submission of headquarters regulations, a number of field regulations as well as headquarters and field handbooks have not yet been revised. This situation applies not only to DDA but to the other directorates as well. Recently, I addressed a request to the other directorates and to the independent offices to complete all outdated regulatory issuances. It was pointed out at that time, I had committed this directorate to expeditious action to complete the updating exercise.

2. Considering the length of elapsed time since updating began, I believe it expedient to complete the exercise in Fiscal Year 1980. Please be assured I am aware of the difficulties associated in compliance with this requirement. Nevertheless, Agency regulations and directives that govern our activities and performance of duties must be promulgated and accorded the prompt attention implicit in the Agency's Regulatory System.

3. Accordingly, I have directed the Chief, Regulations Control Division to monitor the completion of updating Agency regulatory issuances. If you have not already done so, please forward to him a projected schedule for submission of all outdated issuances within your cognizance setting a mutually agreeable date that will permit final publication before 1 October 1980.

Don I. Wortman

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